

Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Rudy N. Garcia
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4


Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

DATE: *March 26, 2019*

TO: *Santa Fe County Board of County Commissioners*

FROM: *Erika Thomas, Budget Administrator* 

VIA: *Katherine Miller, County Manager*

RE: *Resolution No. 2019-_____, A Resolution Requesting a Budget Increase to the Law Enforcement Fund (246) in the amount of \$25,000 for the Region III HIDTA Grant Award. (Finance Division / Erika D. Thomas)*

SUMMARY:

The Finance Division requests approval of this resolution to budget an increase to the Law Enforcement Operational Fund (246) in the amount of \$25,000

BACKGROUND:

On January 23, 2019, Santa Fe County was awarded the HIDTA Grant Award (#G18SN0011A Region III Drug Task Force) from the Office of National Drug Control Policy through the Southwest Border HIDTA-New Mexico Region. The purpose of this grant agreement, is to provide funding for operational functions within Region III, such as vehicle maintenance and overtime for assigned agents.

ACTION REQUESTED:

The Finance Division requests approval of this resolution to increase the Law Enforcement Operation Fund (246) in the amount of \$25,000.

SANTA FE COUNTY

RESOLUTION 2019 - _____

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A RESOLUTION REQUESTING AUTHORIZATION TO MAKE THE BUDGET ADJUSTMENT DETAILED ON THIS FORM

Whereas, the Board of County Commissioners meeting in regular session on _____ did request the following budget adjustment:

Department / Division: Sheriff's Office/ Region III Fund Name: Law Enforcement Operations Fund (246)

Budget Adjustment Type: Budget Increase Fiscal Year: 2019 (July 1, 2018 - June 30, 2019)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
246	1206	372	0600	Federal Grant / Drug Enforcement (HIDTA)	\$25,000.00	
TOTAL (if SUBTOTAL, check here)					\$25,000.00	

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	CATEGORY / LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
246	1206	425	35-03	Vehicle Maintenance	\$5,000.00	
246	1206	425	50-03	Contractual / Professional	\$20,000.00	
TOTAL (if SUBTOTAL, check here)					\$25,000.00	

Requesting Department Approval: Th. P. / - Title: UNASSIGNED Date: 3.13.19

Finance Department Approval: Thomas Date: 3-13-19

County Manager Approval: _____ Entered by: _____ Date: _____
Updated by: _____ Date: _____

Log # 1268

SANTA FE COUNTY

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ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Fran Dunaway Dept/Div: Sheriff's Office Administration Phone No.: 986-2458

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):

- 1) Please summarize the request and its purpose.

On January 23, 2019 Santa Fe County was awarded the HIDTA Grant Award (#G18SN0011A Region III Drug Task Force) from the Office of National Drug Control Policy through the Southwest Border HIDTA-New Mexico Region. The purpose of this grant agreement, is to provide funding for operational functions, such as vehicle maintenance and overtime for assigned agents as it is reflected in the grant agreement.

a) Employee Actions: **NONE**

Line Item	Action (Add/Delete Position, Reclass, Overtime)	Position Type (permanent, term)	Position Title

b) Professional Services (50-xx) and Capital Category (80-xx) detail:

Line Item	Detail (what specific things, contracts, or services are being added or deleted)	Amount
246-1206-425.50-03	Contractual/Professional	\$20,000.00

- 2) Is the budget action for RECURRING expense XX or for NON-RECURRING (one-time only) expense _____

SANTA FE COUNTY

RESOLUTION 2019 - _____

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ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT:

Name: Fran Dunaway Dept/Div: Sheriff's Office Administration Phone No.: 986-2458

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):

- 3) Does this request impact a revenue source? If so, please identify (i.e. General Fund, state funds, federal funds, etc.), and address the following:
 - a) If this is a state special appropriation, YES NO NO X
If YES, cite statute and attach a copy.
 - b) Does this include state or federal funds? YES X NO NO
If YES, please cite and attach a copy of statute, if a special appropriation, or include grant name, number, award date and amount, and attach a copy of a award letter and proposed budget.

High Intensity Drug Trafficking Award Number: G18SN0011A Modification #2 \$25,000.00

- c) Is this request is a result of Commission action? YES NO NO X
If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.).
- d) Please identify other funding sources used to match this request.
There are no other funding sources to match this request.

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RESOLUTION 2019 -

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed above.

Approved, Adopted, and Passed This _____ Day of _____, 2019.

Santa Fe Board of County Commissioners

Anna T. Hamilton, Chairperson

ATTEST:

Geraldine Salazar, County Clerk



Southwest Border HIDTA - New Mexico

High Intensity Drug Trafficking Areas Program

2450 Lakeside Dr. Bldg. A, Las Cruces, NM 88007
PH (575) 541-7501 Fax (575) 541-7510

February 19, 2019

County Manager Katherine Miller
Santa Fe County
102 Grant Avenue
Santa Fe, NM 87504

Dear Ms. Miller:

High Intensity Drug Trafficking (HIDTA) FY 18 funds have increased by \$25,000.00 as indicated on Modification 2 for the Region III Multi-Jurisdictional Drug Task Force Initiative. The enclosed grant award modification should be completed and **returned to the NM HIDTA Director's Office** as soon as possible.

Detailed information is provided in a letter to you from Michael K. Gottlieb, National HIDTA Director. *In his letters he does ask that you send the signed Award Modifications to Miami; however I am asking that you return this paperwork to our office.* We will forward this information to the Miami Assistance Center to ensure that we have the same records.

If you have any questions, please contact Sandra A. Russell, Finance Director at (575) 541-7503.

Sincerely,

Mark Payne
Director, Southwest Border HIDTA-New Mexico Region

Attachments

MP:sar



January 23, 2019

County Manager Katherine Miller
Santa Fe County
102 Grant Avenue
Santa Fe, NM 87501-2061

Dear Ms. Miller:

Grant number G18SN0011A has been increased and now totals \$345,013.00.

The original of Modification 2 is enclosed. If you accept this Modification, sign the Modification and return a copy to the Assistance Center in Miami. Keep the original Modification for your file.

All terms and conditions of the original award apply to the Modification. If you have any questions pertaining to this grant award, please contact Jayme Delano at (202) 395-6794.

Sincerely,

Michael K. Gottlieb

Michael K. Gottlieb
Associate Director

Enclosures

Executive Office of the President Office of National Drug Control Policy		AWARD Grant	Page 1 of 1
1. Recipient Name and Address County Manager Katherine Miller Santa Fe County 102 Grant Avenue Santa Fe, NM 87501-2061		4. Award Number: G18SN0011A	
		5. Grant Period: From 01/01/2018 to 12/31/2019	
2. Total Amount of the Federal Funds Obligated: \$345,013	6. Federal Award Date: 1/23/2019	7. Action Initial <input checked="" type="checkbox"/> Supplemental	
2A. Budget Approved by the Federal Awarding Agency \$345,013	8. Supplement Number 2		
3. CFDA Name and Number: <i>High Intensity Drug Trafficking Areas Program - 95.001</i>	9. Previous Award Amount: \$320,013.00		
3A. Project Description <i>High Intensity Drug Trafficking Areas (HIDTA) Program</i>	10. Amount of Federal Funds Obligated by this Action: \$25,000.00		
	11. Total Amount of Federal Award: \$345,013.00		
12. The above grant is approved subject to such conditions or limitation as are set forth in the original Grant.			
13. Statutory Authority for Grant: Public Law:115-141			
AGENCY APPROVAL		RECIPIENT ACCEPTANCE	
14. Typed Name and Title of Approving Official Michael K. Gottlieb Associate Director Office of National Drug Control Policy		15. Typed Name and Title of Authorized Official Katherine Miller Santa Fe County	
16. Signature of Approving ONDCP Official <i>Michael K. Gottlieb</i>		17. Signature of Authorized Recipient/Date	
AGENCY USE ONLY			
18. Accounting Classification Code DUNS: 053297131 EIN: 1856000073A2		19. HIDTA AWARD OND1070DB1819XX OND6113 OND2000000000 OC 410001 JID: 61832	

Initiative Cash by HIDTA

FY 2018

HIDTA	Agency Name	Initiative	Cash	Type	Grant
SWB - New Mexico	Santa Fe County	NC - Region III Multi-Jurisdictional Drug Task Force	2,000.00	Investigation	G18SN0011A
		Region III Multi-Jurisdictional Drug Task Force	343,013.00	Investigation	G18SN0011A
		Agency Total : Santa Fe County	345,013.00		
	Total	345,013.00			

Budget Detail

2018 - SWB - New Mexico

Initiative - Region III Multi-Jurisdictional Drug Task Force

Award Recipient - Santa Fe County (G18SN0011A)

Investigation

Resource Recipient - Santa Fe County

Indirect Cost: 0.0%

Current Budget (net of reprogrammed funds)

Overtime		\$25,000.00
Overtime	Quantity	Amount
Total Overtime		\$20,000.00
Services		\$20,000.00
Services	Quantity	Amount
Total Services		\$5,000.00
Total Budget		\$5,000.00
		\$25,000.00

